



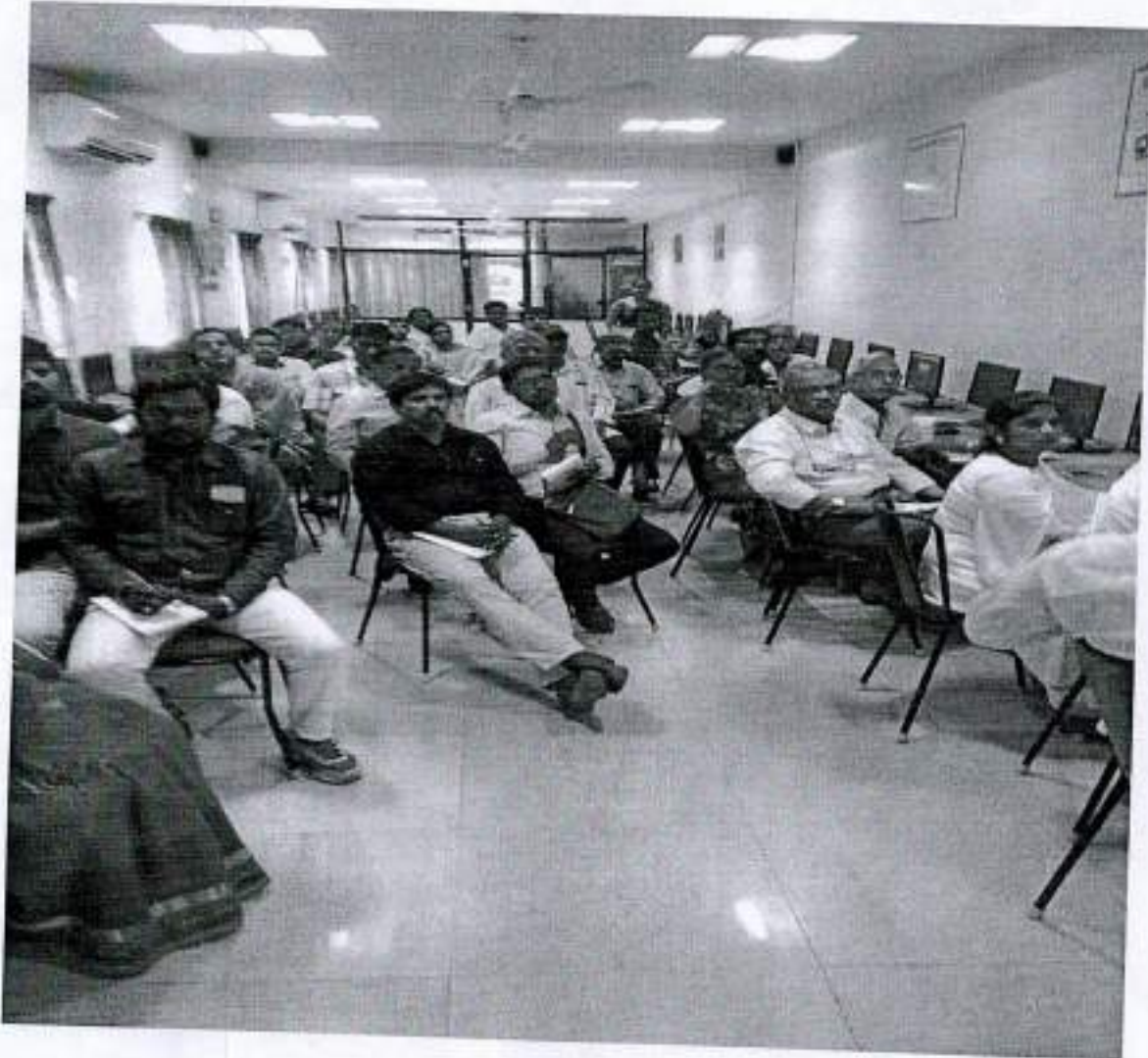
RRDS GOVERNMENT DEGREE COLLEGE
BHIMAVARAM - 534 202, W.G.Dt., A.P.,



Phone : 08816 223458

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WORKSHOP ON E-OFFICE – 29.11.2018



Organised by
Dept of Public Administration
RRDS GOVT DEGREE COLLEGE
Bhimavaram



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To
The Incharge of Dept of Public Administration
Dept of Public Administration
RRDS Govt. Degree College
Bhimavaram.

Sub: Participation of College at **WORKSHOP ON E-OFFICE** – Permission
accorded

As a part of extension activities of our college, permission is
accorded to Dept of Public Administration to participate, extend services and
spreading awareness about Workshop on E-Office Procedure the challenges
before the teaching and non teaching employees in the office administration and
governence at Vishnu college Computer Lab, Bhimavaram on 29.11.2018

Date: 28.11.2018



J. Sankar
Principal
R.R.D.S. Govt. Degree College
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RRDS GOVERNMENT DEGREE COLLEGE

Bhimavaram

Dept of Economics

Notice

All the teaching and non teaching members of the college are here by informed that there will be a Workshop on E-Office Procedure at Computer Lab of Vishnu College, Bhimavaram on 29.11.2018 organised by our college. The faculty and non teaching employees are advised to extend their services at the programme as required. All the teaching and non teaching members are requested to participate in the programme.

Date: 28.11.2018


Incharge Dept of Public Administration

Circulated to staff



BRIEF REPORT OF THE ACTIVITY

For the benefit of all the non-teaching staff working in the Government Colleges of West Godavari district, a workshop on 'E-office Procedure' was organized by the college in the Computer Lab of the nearby Vishnu College, Bhimavaram on 29.11.2018. Experts from District Treasury Office were invited as resource persons. They explained the procedure practically and interacted with the staff on many queries raised. Forty-five non-teaching personnel attended in the workshop

In-charge Dept of
Public Administration



J. Sankar
Principal
R.R.D.S. Govt. Degree College
BHIMAVARAM-534 302

RRDS GOVERNMENT DEGREE COLLEGE

Bhimavaram

Workshop on E-office

Attendance Sheet


Name of the Programme : Workshop on E-office Procedure

Occasion : Skill Enhancement


Date & Time : 29.11.2018

S.No	Name of the Employee	Designation	Signature
1	T. Sarjana	I B. A	T. Sarjana
2	M. Allimash	I B. A	M. Allimash
3	E. Gowthami	I B. A.	E. Gowthami
4	Ch. Nilima	I B. A	Nilima
5	R. Suvana Raju	I B. A	R. Suvana Raju
6	J. Kavya	I B. A	J. Kavya
7	Sk. Jyotsna	I B. COM	Sk. Jyotsna
8	R. Nageswari	I B. COM	R. Nageswari
9	S. Kavya	I B. COM	S. Kavya
10	K. Raj Kumar	I B. COM	K. Raj Kumar
11	N. Tejasri	II B. A	Tejasri
12	Ch. Akhil	III B. A	Akhil
13	M. Sai Vinay	III B. A	M. Sai Vinay
14	K. Devi	III B. COM	K. Devi
15	M. Srinu	III B. COM	M. Srinu
16	P. Lakshmi Durga	II B. A.	P. Lakshmidurga
17	M. Ramya	II B. A.	M. Ramya
18	D. Prema Sybashi	III B. COM	D. Prema
19	S. Durga Bhavani	III B. COM	P. Bhavani
20	D. Rakesh	II B. COM (G)	D. Rakesh
21	P. Chiranjeevi	II B. COM (G)	P. Chiranjeevi
22	K. Hemalatha	II B. COM (G)	K. Hemalatha
23	J. Kavya	I B. COM	J. Kavya
24	Ch. Neelima	I B. A.	Ch. Neelima
25	N. Teja Sri	II B. A	N. Teja Sri
26	K. Hemalatha	II B. COM	K. Hemalatha
27	J. Chinnari	III B. A	J. Chinnari
28	M. Sai Vinay	III B. A	M. Sai Vinay
29	V. Simabachalam	III B. COM	V. Simabachalam
30	K. Raj Kumar	I B. COM	R. Raj Kumar
31	G. Rajesh Babu	I B. COM	G. Rajesh Babu
32	S. Kavya	I B. COM	S. Kavya
33	Ch. Akil	III B. A	Ch. Akil
34	P. Chandra Sekhar	III B. COM	P. Chandra Sekhar
35	P. Pawan Kalpan	III B. A.	P. Pawan Kalpan

36	B. Rajesh mithra	I B.A	B. Rajesh mithra
37	R. Sai Kiran	I B.Com	R. Sai Kiran
38	M. yecobu Raju	II B.A.	M. yecobu Raju
39	D. Rakash	II B.com	D. Rakash
40	P. Nirmal Kumar	II B.com	P. Nirmal Kumar
41	G. Eliza	II B.A	G. Eliza
42	P. Lakshmi Durga	III B.A	P. Lakshmi Durga
43	Y. Parvathi	III B.A	Y. Parvathi
44	S. Durga Bhavani	III B.com	S. Durga Bhavani
45	Y. Swathi	III B.com	Y. Swathi


Signature of the In-charge




PRINCIPAL
R.R.D.S. Govt. Degree College
BHIMAVARAM-534 207